

**Bigfork Fire District Trustee Meeting
November 2nd, 2016**

Trustees Present: Zack Anderson, Kristy Oster, Andrew Sliter, Dan Kidd (by phone)

Guests: Chief Thiry, Jeremy Patton, Josh Cox, Chad Oster

Meeting called to order at 17:34

1. General Public Comment: None

2. Review/Approval of Meeting Minutes of October 5th, 2016:

Kidd (1st) Oster (2nd), all in favor, no opposed

3. Review/Approval of Purchase Orders: None to review/approve

4. Review Reconciliation of Financial Statements and Bills Paid.

- Profit and Loss/Balance Sheet: Mr. Kidd mentioned that the six month period had elapsed for which the Trustees would consider another pay raise for the employees. At this time it appears that the cost for repairs to the fire apparatus is much greater than anticipated so there will probably be no further pay raises. There is also concern that the billing income from EMS services will be what is anticipated. The Trustees would like a comparison between last year and this year for fire equipment maintenance.
- Expense by Vendor: No questions

5. Fire Chief Report: See attached report

6. Old Business

- a. Acceptance of resignations by T.H., R.T., L.K. (Action Item)
Oster (1st), Sliter (2nd) All in favor, no opposed

7. New Business

- a. Clarification on SOG 123.00- Necessity of PO's for Services received.
The Trustees agreed that Chief can decide what works best for the Department in regards to regular/annual maintenance. Since the Christmas party is included in a line item in the budget, it is not necessary for Board approval.

- b. Amending Appendix H- To add Billing for Vehicle Fires
The Trustees will consider proposals from Chief. A suggestion was made to not bill for a vehicle fire if the person lives in Bigfork Fire District.
- c. Amending Handbook- Holidays/ Changing non-traditional Holidays for Traditional. I.e. Post-Thanksgiving, Christmas Eve, etc.
The Trustees are okay with proposed changes. The formal procedure for changing the holidays observed will be brought to the Trustees at the next meeting.
- d. Discussion on donated land for possible new station.
Mrs. Oster informed the Board that someone might be willing to donate land next to Glacier Bank in Bigfork. Mr. Anderson said this would have to be a long range plan since there is no plan to build a new station anytime soon. Mr. Sliter asked if the Board is interested since the land would be donated and if there would be any requirement to build within a specified time frame. Mr. Anderson suggested that the Board needs to give some formal reply to the land owner.
- e. Discussion/Authorization to begin planning for a Type 5/6 wildland engine.
The Trustees would like a committee to start researching the next apparatus purchase of a Type 5/6 wildland engine. A three person committee of Kristy Oster (Chairperson), Chief Thiry, and a member of the Department was agreed upon by the Board. The committee will start looking for a cab and chassis to possibly have an apparatus built. Chief will also check into the possibility of applying for the USDA grant.

1.

8. General Public Comment: None

Motion to adjourn: Sliter (1st) Oster (2nd) all in favor, no opposed.

Meeting adjourned at: 18:30

Minutes Approved:  _____, Chairman

 _____, Recorder

BIGFORK FIRE TRUSTEE

MEETING AGENDA

November 2nd, 2016

5:30pm

1. General Public Comment
2. Review/Approval of meeting minutes October 5th, 2016
3. Review/Approval of Purchase Orders
4. Review Reconciliation of Financial Statements and Bills Paid
5. Fire Chief Report
6. Old Business
 1. Acceptance of resignations by T.H., R.T., L.K. (Action Item)
7. New Business
 1. Clarification on SOG 123.00- Necessity of PO's for Services received.
 2. Amending Appendix H- To add Billing for Vehicle Fires
 3. Amending Handbook- Holidays/ Changing non-traditional Holidays for Traditional. i.e. Post Thanksgiving, Christmas Eve, etc.
 4. Discussion on donated land for possible new station.
 5. Discussion/Authorization to begin planning for a Type 5/6 wildland engine.
8. General Public Comment

BIGFORK FIRE DEPARTMENT

Originated by MJR

NOV 02 2016

Approved By
Chief Malyth Date 11/1/16
Trustee ZA Date _____

District Meetings:

December 7th, 2016

January 4th, 2017

February 1st, 2017

Bigfork Fire District Trustee Meeting

October 5th, 2016

Trustees Present: Zack Anderson, Andrew Sliter, Dan Kidd

Guests: Chief Thiry, Jeremy Patton, Bill Myers

Meeting called to order at 17:34

- 1. General Public Comment:** Mr. Myers had a discussion with the Board regarding the proposals for replacing or repairing the bridge on Bridge Street. He handed out information (see attached) and gave commentary as to his opinion of what should be done. Mr. Myers stated that a two lane bridge should be the only option considered because the lifespan of the new bridge will be approximately 75-100 years, it needs to accommodate new growth for downtown and provide access for emergency responders to downtown in the case of a large scale emergency. The Board said that his comments would be considered in regards to any recommendations that may come from the Bigfork Fire Department.
- 2. Review/Approval of Meeting Minutes of September 7th, 2016:**

Kidd (1st) Sliter (2nd), all in favor, no opposed
- 3. Review/Approval of Purchase Orders:** None to review/approve
- 4. Review Reconciliation of Financial Statements and Bills Paid.**
 - Profit and Loss/Balance Sheet: No questions
 - Expense by Vendor: No questions
- 5. Fire Chief Report: See attached report**
- 6. Old Business**
 - a. FLSA compliance regarding Chief's salary: Mr. Kidd proposed raising the Chief's salary to the minimum federal requirement once the new law takes effect. Sliter (1st) Kidd (2nd), all in favor, no opposed
 - b. New Services provided by Denning, Downey & Associates: The Board decided against purchasing the new services offered since the Department has its own audit as well as Flathead County and the accounting is reconciled with Flathead County. There has never been a discrepancy in prior audits (see attached email). No action was taken.

7. New Business

- a. Decision to transfer budget funds to Apparatus Fund #7254: The motion was made by Mr. Sliter (1st) Kidd (2nd), all in favor, no opposed
- b. Accept resignation by T.H.: No action was taken because T.H. wanted to continue to work some shifts in October so this will be tabled until November.
- c. Recommend hiring of PRN Paramedic: Chief recommended hiring a part time paramedic to help fill in the schedule. Kidd (1st) Sliter (2nd), all in favor, no opposed
- d. Discussion on current staffing: Chief suggested that there may be a future need for another full time Paramedic. This is just informational at this time and will be evaluated once the work for the next budget is underway.

8. **General Public Comment:** Additional discussion about the proposals for the bridge was held. Chief Thiry advised the Board that all proposals would accommodate all of the fire apparatus.

Mr. Kidd asked about the status of the current apparatus and what upcoming apparatus needs the Department has. Chief Thiry informed the Board that 341 should be finished with repairs soon and that 392 would be going in next for repair. As far as upcoming apparatus needs, a type 5 or 6 wild land truck would most likely be the next need considering that the current wild land truck is 28 years old and is not able to drive while pumping water.

Motion to adjourn: Kidd (1st) Sliter (2nd) all in favor, no opposed.

Meeting adjourned at: 18:39

Minutes Approved: _____, Chairman

_____, Recorder

BIGFORK FIRE DEPARTMENT
Originated by JP
NOV 02 2016
Approved By [Signature] Date 11/1/16
Chief [Signature] Date _____
Trustee [Signature] Date _____

Bigfork Fire District
Profit & Loss Budget vs. Actual
July 1 through November 1, 2016 **Not Reconciled**

	Jul 1 - Nov...	Budget	% of Budget
Ordinary Income/Expense			
Income			
31 · TAXES/ASSESSMENTS			
310005 · EMS Levy Lake County	0.00	2,500.00	0.0%
310001 · Flathead County Taxes	7,126.50	305,325.00	2.3%
310002 · Lake County Taxes	10,135.48	92,090.00	11.0%
310004 · EMS Levy Flathead County	0.00	27,500.00	0.0%
Total 31 · TAXES/ASSESSMENTS	17,261.98	427,415.00	4.0%
33 · INTERGOVERNMENTAL			
335230 · Entitlement	7,411.97	36,299.00	20.4%
335050 · State Ins. Yearly Refund	0.00	300.00	0.0%
337000 · Income - Local Grants	400.00	0.00	100.0%
Total 33 · INTERGOVERNMENTAL	7,811.97	36,599.00	21.3%
34 · CHARGES FOR SERVICES			
342055 · EMS Billing Income	114,297.46	265,000.00	43.1%
342054 · EMS Class Income	2,650.00	0.00	100.0%
342020 · FIRE PROTECTION			
342021 · Fire District Billing	3.75	5,000.00	0.1%
Total 342020 · FIRE PROTECTION	3.75	5,000.00	0.1%
Total 34 · CHARGES FOR SERVICES	116,951.21	270,000.00	43.3%
36 · MISCELLANEOUS			
365015 · District Donations	3,930.66	10,000.00	39.3%
365010 · Reflective Sign Orders	60.00	0.00	100.0%
362015 · Refunds	5.64	0.00	100.0%
362000 · Tshirt & Hat Sales	3,750.00	0.00	100.0%
362002 · Pop Machine	49.78	0.00	100.0%
Total 36 · MISCELLANEOUS	7,796.08	10,000.00	78.0%
37 · INVESTMENT & ROYALTY EARNINGS			
371003 · Interest Income	1,021.39	3,500.00	29.2%
371007 · Interest Income - Trust	23.63	0.00	100.0%
Total 37 · INVESTMENT & ROYALTY EARNINGS	1,045.02	3,500.00	29.9%
Total Income	150,866.26	747,514.00	20.2%
Gross Profit	150,866.26	747,514.00	20.2%
Expense			
420000 · PUBLIC SAFETY			
420700 · EMERGENCY SERVICES			
420710 · ADMINISTRATION			
300-2 · PURCHASED SERVICES			
390-3 · Mutual Aid Ambulance Service	150.00	600.00	25.0%
390-2 · Billing Service Refunds	1,005.10	5,000.00	20.1%
390-1 · Billing Service Fees	8,554.01	23,000.00	37.2%
360-2 · Ambulance Equipment Maintenance	3,856.78	25,000.00	15.4%
Total 300-2 · PURCHASED SERVICES	13,565.89	53,600.00	25.3%
200-2 · SUPPLIES			

Bigfork Fire District
Profit & Loss Budget vs. Actual
July 1 through November 1, 2016 **Not Reconciled**

	Jul 1 - Nov...	Budget	% of Budget
220-2 · Medical Supplies	4,075.21	18,000.00	22.6%
226-2 · EMS Personnel Supplies PPE	2,303.06	4,000.00	57.6%
Total 200-2 · SUPPLIES	6,378.27	22,000.00	29.0%
Total 420710 · ADMINISTRATION	19,944.16	75,600.00	26.4%
Total 420700 · EMERGENCY SERVICES	19,944.16	75,600.00	26.4%
420400 · FIRE PROTECTION & CONTROL			
420410 · ADMINISTRATION			
100 · PERSONNEL SERVICES			
110-1 · Salary & Wage Expenses	133,955.50	351,800.00	38.1%
130-4 · Retirement - Employer	1,840.76	14,200.00	13.0%
140-1 · Medical Insurance-Employer	24,135.97	60,000.00	40.2%
140-2 · Unemployment expense	340.18	2,000.00	17.0%
140-3 · Workmans Comp-State Fund	7,885.19	42,000.00	18.8%
140-4 · Comp FICA-MED & SS	9,578.56	27,000.00	35.5%
Total 100 · PERSONNEL SERVICES	177,736.16	497,000.00	35.8%
200-1 · SUPPLIES			
210-7 · Misc. Small Tools and Equipment	0.00	6,000.00	0.0%
224-1 · Rehabilitation Expense	0.00	1,000.00	0.0%
220-1 · Operating Station Supplies	3,746.49	8,000.00	46.8%
210-1 · Office Expenses	2,519.50	18,000.00	14.0%
216-1 · Donations/Gifts	0.00	100.00	0.0%
223-1 · Membership Expenses	210.99	5,000.00	4.2%
226-1 · FIRE Personnel Supplies PPE	2,228.50	10,000.00	22.3%
231-1 · Fuel for Apparatus	4,247.88	19,000.00	22.4%
Total 200-1 · SUPPLIES	12,953.36	67,100.00	19.3%
300-1 · PURCHASED SERVICES			
340-2 · Propane	157.28	3,500.00	4.5%
331-1 · Real Estate/Landfill Taxes	0.00	300.00	0.0%
360-1 · Fire Equipment Maintenance	33,773.71	32,000.00	105.5%
310-1 · Radio Services	39.78	6,000.00	0.7%
335-1 · Merchant Bank Fees	450.85	1,500.00	30.1%
340-1 · Utilities	3,976.80	13,000.00	30.6%
345-1 · Telephone & DSL	1,961.16	6,000.00	32.7%
351-1 · Health & Wellness	451.00	6,000.00	7.5%
353-1 · Accounting & Auditing	670.00	22,000.00	3.0%
357-1 · Background Checks	433.40	1,000.00	43.3%
Total 300-1 · PURCHASED SERVICES	41,913.98	91,300.00	45.9%
500 · FIXED CHARGES			
513-1 · General Liability Insurance	0.00	22,500.00	0.0%
Total 500 · FIXED CHARGES	0.00	22,500.00	0.0%
900-1 · CAPITAL OUTLAY			
940-3 · CIP-Apparatus Fund #7254	0.00	50,000.00	0.0%
920-2 · Building Improvements	0.00	33,000.00	0.0%
940-1 · Machinery & Equipment	3,864.55	12,000.00	32.2%
Total 900-1 · CAPITAL OUTLAY	3,864.55	95,000.00	4.1%

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11/01/16
Cash Basis

Bigfork Fire District
Profit & Loss Budget vs. Actual
July 1 through November 1, 2016 *Not Reconciled*

	Jul 1 - Nov...	Budget	% of Budget
Total 420410 · ADMINISTRATION	236,468.05	772,900.00	30.6%
Total 420400 · FIRE PROTECTION & CONTROL	236,468.05	772,900.00	30.6%
420430 · PERSONNEL TRAINING			
380-1 · Training	1,425.09	7,000.00	20.4%
Total 420430 · PERSONNEL TRAINING	1,425.09	7,000.00	20.4%
420440 · FIRE PREVENTION			
210-5 · Fire Prevention Supplies	1,127.00	3,500.00	32.2%
Total 420440 · FIRE PREVENTION	1,127.00	3,500.00	32.2%
420460 · FIRE SUPPRESSION			
100-1 · Volunteer Stipend			
105-1 · Pay Per Call/On Call Stipend	3,456.19	10,000.00	34.6%
Total 100-1 · Volunteer Stipend	3,456.19	10,000.00	34.6%
205-1 · Recruiting	0.00	1,500.00	0.0%
Total 420460 · FIRE SUPPRESSION	3,456.19	11,500.00	30.1%
Total 420000 · PUBLIC SAFETY	262,420.49	870,500.00	30.1%
420490 · DEBT SERVICE			
600 · DEBT SERVICE			
620-2 · Interest of LTD-342 Loan	1,301.83	2,515.81	51.7%
610-2 · Principal of LTD-342 Loan	48,698.17	97,484.19	50.0%
Total 600 · DEBT SERVICE	50,000.00	100,000.00	50.0%
Total 420490 · DEBT SERVICE	50,000.00	100,000.00	50.0%
Total Expense	312,420.49	970,500.00	32.2%
Net Ordinary Income	-161,554.23	-222,986.00	72.5%
Net Income	<u>-161,554.23</u>	<u>-222,986.00</u>	<u>72.5%</u>

BIGFORK FIRE DEPARTMENT
 Originated by CNorr
 NOV 02 2016
 Approved By [Signature] Date 11/1/16
 Chief [Signature] Date 11/1/16
 Trustee [Signature]

1:37 PM
10/31/16
Cash Basis

Bigfork Fire District
Profit & Loss Budget vs. Actual
July through October 2016 **Not Reconciled**

	Jul - Oct 16	Budget	% of Budget
Ordinary Income/Expense			
Income			
31 · TAXES/ASSESSMENTS			
310005 · EMS Levy Lake County	0.00	2,500.00	0.0%
310001 · Flathead County Taxes	7,126.50	305,325.00	2.3%
310002 · Lake County Taxes	10,135.48	92,090.00	11.0%
310004 · EMS Levy Flathead County	0.00	27,500.00	0.0%
Total 31 · TAXES/ASSESSMENTS	17,261.98	427,415.00	4.0%
33 · INTERGOVERNMENTAL			
335230 · Entitlement	7,411.97	36,299.00	20.4%
335050 · State Ins. Yearly Refund	0.00	300.00	0.0%
337000 · Income - Local Grants	400.00	0.00	100.0%
Total 33 · INTERGOVERNMENTAL	7,811.97	36,599.00	21.3%
34 · CHARGES FOR SERVICES			
342056 · EMS Mutual Aid Income	0.00	0.00	0.0%
342055 · EMS Billing Income	114,297.46	265,000.00	43.1%
342054 · EMS Class Income	2,650.00	0.00	100.0%
342020 · FIRE PROTECTION			
342021 · Fire District Billing	3.75	5,000.00	0.1%
Total 342020 · FIRE PROTECTION	3.75	5,000.00	0.1%
Total 34 · CHARGES FOR SERVICES	116,951.21	270,000.00	43.3%
36 · MISCELLANEOUS			
365015 · District Donations	3,930.66	10,000.00	39.3%
365010 · Reflective Sign Orders	60.00	0.00	100.0%
365008 · FOBF Donations	0.00	0.00	0.0%
362015 · Refunds	5.64	0.00	100.0%
362000 · Tshirt & Hat Sales	3,750.00	0.00	100.0%
362002 · Pop Machine	49.78		
362007 · Other Income -General	0.00	0.00	0.0%
362012 · Savings Interest	0.00	0.00	0.0%
365000 · Membership Donations	0.00	0.00	0.0%
365001 · Memorial Donations	0.00	0.00	0.0%
36 · MISCELLANEOUS - Other	0.00		
Total 36 · MISCELLANEOUS	7,796.08	10,000.00	78.0%
37 · INVESTMENT & ROYALTY EARNINGS			
371009 · Insurance Claim Payment	0.00	0.00	0.0%
371003 · Interest Income	1,021.39	3,500.00	29.2%
371007 · Interest Income - Trust	23.63	0.00	100.0%
Total 37 · INVESTMENT & ROYALTY EARNINGS	1,045.02	3,500.00	29.9%
Total Income	150,866.26	747,514.00	20.2%
Gross Profit	150,866.26	747,514.00	20.2%
Expense			
420000 · PUBLIC SAFETY			
420700 · EMERGENCY SERVICES			
420710 · ADMINISTRATION			

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10/31/16
Cash Basis

Bigfork Fire District
Profit & Loss Budget vs. Actual
July through October 2016 *Not Reconciled*

	Jul - Oct 16	Budget	% of Budget
300-2 · PURCHASED SERVICES			
390-3 · Mutual Aid Ambulance Service	150.00	600.00	25.0%
390-2 · Billing Service Refunds	1,005.10	5,000.00	20.1%
390-1 · Billing Service Fees	8,554.01	23,000.00	37.2%
360-2 · Ambulance Equipment Maintenance	3,845.01	25,000.00	15.4%
Total 300-2 · PURCHASED SERVICES	13,554.12	53,600.00	25.3%
200-2 · SUPPLIES			
220-2 · Medical Supplies	3,833.31	18,000.00	21.3%
231-2 · Fuel for Ambulance	0.00	0.00	0.0%
226-2 · EMS Personnel Supplies PPE	2,303.06	4,000.00	57.6%
Total 200-2 · SUPPLIES	6,136.37	22,000.00	27.9%
Total 420710 · ADMINISTRATION	19,690.49	75,600.00	26.0%
Total 420700 · EMERGENCY SERVICES	19,690.49	75,600.00	26.0%
420400 · FIRE PROTECTION & CONTROL			
420410 · ADMINISTRATION			
100 · PERSONNEL SERVICES			
110-1 · Salary & Wage Expenses	118,566.11	351,800.00	33.7%
130-4 · Retirement - Employer	1,571.93	14,200.00	11.1%
140-1 · Medical Insurance-Employer	20,572.52	60,000.00	34.3%
140-2 · Unemployment expense	306.76	2,000.00	15.3%
140-3 · Workmans Comp-State Fund	7,885.19	42,000.00	18.8%
140-4 · Comp FICA-MED & SS	8,463.63	27,000.00	31.3%
Total 100 · PERSONNEL SERVICES	157,366.14	497,000.00	31.7%
200-1 · SUPPLIES			
210-7 · Misc. Small Tools and Equipment	0.00	6,000.00	0.0%
224-1 · Rehabilitation Expense	0.00	1,000.00	0.0%
220-1 · Operating Station Supplies	3,542.79	8,000.00	44.3%
210-1 · Office Expenses	2,519.50	18,000.00	14.0%
216-1 · Donations/Gifts	0.00	100.00	0.0%
223-1 · Membership Expenses	210.99	5,000.00	4.2%
226-1 · FIRE Personnel Supplies PPE	1,890.93	10,000.00	18.9%
231-1 · Fuel for Apparatus	4,247.88	19,000.00	22.4%
Total 200-1 · SUPPLIES	12,412.09	67,100.00	18.5%
300-1 · PURCHASED SERVICES			
340-2 · Propane	157.28	3,500.00	4.5%
331-1 · Real Estate/Landfill Taxes	0.00	300.00	0.0%
360-1 · Fire Equipment Maintenance	13,861.57	32,000.00	43.3%
310-1 · Radio Services	39.78	6,000.00	0.7%
335-1 · Merchant Bank Fees	450.85	1,500.00	30.1%
340-1 · Utilities	3,976.80	13,000.00	30.6%
345-1 · Telephone & DSL	1,811.03	6,000.00	30.2%
351-1 · Health & Wellness	451.00	6,000.00	7.5%
352-1 · Legal Services	0.00	0.00	0.0%
353-1 · Accounting & Auditing	120.00	22,000.00	0.5%
357-1 · Background Checks	433.40	1,000.00	43.3%
Total 300-1 · PURCHASED SERVICES	21,301.71	91,300.00	23.3%

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10/31/16
Cash Basis

Bigfork Fire District
Profit & Loss Budget vs. Actual
July through October 2016 *Not Reconciled*

	Jul - Oct 16	Budget	% of Budget
500 · FIXED CHARGES			
513-1 · General Liability Insurance	0.00	22,500.00	0.0%
Total 500 · FIXED CHARGES	0.00	22,500.00	0.0%
900-1 · CAPITAL OUTLAY			
940-3 · CIP-Apparatus Fund #7254	0.00	50,000.00	0.0%
940-2 · New Ambulance	0.00	0.00	0.0%
920-2 · Building Improvements	0.00	33,000.00	0.0%
940-1 · Machinery & Equipment	3,864.55	12,000.00	32.2%
Total 900-1 · CAPITAL OUTLAY	3,864.55	95,000.00	4.1%
Total 420410 · ADMINISTRATION	194,944.49	772,900.00	25.2%
Total 420400 · FIRE PROTECTION & CONTROL	194,944.49	772,900.00	25.2%
420430 · PERSONNEL TRAINING			
380-1 · Training	1,425.09	7,000.00	20.4%
Total 420430 · PERSONNEL TRAINING	1,425.09	7,000.00	20.4%
420440 · FIRE PREVENTION			
210-5 · Fire Prevention Supplies	1,127.00	3,500.00	32.2%
Total 420440 · FIRE PREVENTION	1,127.00	3,500.00	32.2%
420460 · FIRE SUPPRESSION			
100-1 · Volunteer Stipend			
105-1 · Pay Per Call/On Call Stipend	3,104.19	10,000.00	31.0%
Total 100-1 · Volunteer Stipend	3,104.19	10,000.00	31.0%
205-1 · Recruiting	0.00	1,500.00	0.0%
Total 420460 · FIRE SUPPRESSION	3,104.19	11,500.00	27.0%
Total 420000 · PUBLIC SAFETY	220,291.26	870,500.00	25.3%
420490 · DEBT SERVICE			
600 · DEBT SERVICE			
620-2 · Interest of LTD-342 Loan	1,301.83	2,515.81	51.7%
610-2 · Principal of LTD-342 Loan	48,698.17	97,484.19	50.0%
Total 600 · DEBT SERVICE	50,000.00	100,000.00	50.0%
Total 420490 · DEBT SERVICE	50,000.00	100,000.00	50.0%
Total Expense	270,291.26	970,500.00	27.9%
Net Ordinary Income	-119,425.00	-222,986.00	53.6%
Other Income/Expense			
Other Income			
38 · OTHER FINANCING SOURCES			
381072 · Proceeds sale of capital asset	0.00	0.00	0.0%
Total 38 · OTHER FINANCING SOURCES	0.00	0.00	0.0%
Total Other Income	0.00	0.00	0.0%

1:37 PM
10/31/16
Cash Basis

Bigfork Fire District
Profit & Loss Budget vs. Actual
July through October 2016 *Not Reconciled*

	<u>Jul - Oct 16</u>	<u>Budget</u>	<u>% of Budget</u>
Net Other Income	0.00	0.00	0.0%
Net Income	<u>-119,425.00</u>	<u>-222,986.00</u>	<u>53.6%</u>

BIGFORK FIRE DEPARTMENT
Originated by C. Norris

NOV 02 2016
Approved By
Chief [Signature] Date 11/1/16
Trustee [Signature] Date _____

Bigfork Fire District
Balance Sheet
As of October 31, 2016 * Not Reconciled *

	Oct 31, 16
ASSETS	
Current Assets	
Checking/Savings	
101000 · CASH ALL FUNDS	
1010001 · GENERAL FUND	
1010011 · General-Glacier Bank - County	414,214.09
Total 1010001 · GENERAL FUND	414,214.09
1020000 · RESTRICTED CASH	
1020004 · FUND#7254-Apparatus Fund-County	30,175.13
1020003 · Ralph Barton Trust Fund-Flathead	30,898.71
Total 1020000 · RESTRICTED CASH	61,073.84
Total 101000 · CASH ALL FUNDS	475,287.93
Total Checking/Savings	475,287.93
Total Current Assets	475,287.93
TOTAL ASSETS	475,287.93
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
206130 · ACCRUED PAYROLL PAYABLE	
2061321 · Payroll - UI	101.33
Total 206130 · ACCRUED PAYROLL PAYABLE	101.33
Total Other Current Liabilities	101.33
Total Current Liabilities	101.33
Total Liabilities	101.33
Equity	
270000 · OPENING BAL	30,000.00
271000 · Retained Earnings	-1,478,369.95
1 · General fund	107,692.33
2 · Fire Dept Contribution Fund	11,938.14
3 · Ralph Barton Trust Fund	33,848.21
9500 · GFAAG ACCOUNT GROUP	
9501 · Restatement	10,198.99
9500 · GFAAG ACCOUNT GROUP - Other	1,879,303.88
Total 9500 · GFAAG ACCOUNT GROUP	1,889,502.87
Net Income	-119,425.00
Total Equity	475,186.60
TOTAL LIABILITIES & EQUITY	475,287.93

BIGFORK FIRE DEPARTMENT

Originated by ENORSED

NOV 02 2016

Approved By

Chief Mark Date 12/22/16
Trustee JA Date

1:37 PM
10/31/16
Cash Basis

Bigfork Fire District
Profit & Loss Budget vs. Actual
July through September 2016

	<u>Jul - Sep 16</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
31 · TAXES/ASSESSMENTS			
310005 · EMS Levy Lake County	0.00	2,500.00	0.0%
310001 · Flathead County Taxes	7,126.50	305,325.00	2.3%
310002 · Lake County Taxes	10,135.48	92,090.00	11.0%
310004 · EMS Levy Flathead County	0.00	27,500.00	0.0%
Total 31 · TAXES/ASSESSMENTS	17,261.98	427,415.00	4.0%
33 · INTERGOVERNMENTAL			
335230 · Entitlement	7,411.97	36,299.00	20.4%
335050 · State Ins. Yearly Refund	0.00	300.00	0.0%
337000 · Income - Local Grants	400.00	0.00	100.0%
Total 33 · INTERGOVERNMENTAL	7,811.97	36,599.00	21.3%
34 · CHARGES FOR SERVICES			
342056 · EMS Mutual Aid Income	0.00	0.00	0.0%
342055 · EMS Billing Income	82,864.13	265,000.00	31.3%
342054 · EMS Class Income	1,950.00	0.00	100.0%
342020 · FIRE PROTECTION			
342021 · Fire District Billing	3.75	5,000.00	0.1%
Total 342020 · FIRE PROTECTION	3.75	5,000.00	0.1%
Total 34 · CHARGES FOR SERVICES	84,817.88	270,000.00	31.4%
36 · MISCELLANEOUS			
365015 · District Donations	2,810.66	10,000.00	28.1%
365010 · Reflective Sign Orders	45.00	0.00	100.0%
365008 · FOBF Donations	0.00	0.00	0.0%
362015 · Refunds	0.00	0.00	0.0%
362000 · Tshirt & Hat Sales	2,790.00	0.00	100.0%
362002 · Pop Machine	49.78		
362007 · Other Income -General	0.00	0.00	0.0%
362012 · Savings Interest	0.00	0.00	0.0%
365000 · Membership Donations	0.00	0.00	0.0%
365001 · Memorial Donations	0.00	0.00	0.0%
36 · MISCELLANEOUS - Other	0.00		
Total 36 · MISCELLANEOUS	5,695.44	10,000.00	57.0%
37 · INVESTMENT & ROYALTY EARNINGS			
371009 · Insurance Claim Payment	0.00	0.00	0.0%
371003 · Interest Income	1,021.39	3,500.00	29.2%
371007 · Interest Income - Trust	23.63	0.00	100.0%
Total 37 · INVESTMENT & ROYALTY EARNINGS	1,045.02	3,500.00	29.9%
Total Income	116,632.29	747,514.00	15.6%
Gross Profit	116,632.29	747,514.00	15.6%
Expense			
420000 · PUBLIC SAFETY			
420700 · EMERGENCY SERVICES			
420710 · ADMINISTRATION			

Bigfork Fire District
Profit & Loss Budget vs. Actual
July through September 2016

	<u>Jul - Sep 16</u>	<u>Budget</u>	<u>% of Budget</u>
300-2 · PURCHASED SERVICES			
390-3 · Mutual Aid Ambulance Service	150.00	600.00	25.0%
390-2 · Billing Service Refunds	1,005.10	5,000.00	20.1%
390-1 · Billing Service Fees	5,867.66	23,000.00	25.5%
360-2 · Ambulance Equipment Maintenance	3,523.20	25,000.00	14.1%
Total 300-2 · PURCHASED SERVICES	<u>10,545.96</u>	<u>53,600.00</u>	<u>19.7%</u>
200-2 · SUPPLIES			
220-2 · Medical Supplies	1,921.08	18,000.00	10.7%
231-2 · Fuel for Ambulance	0.00	0.00	0.0%
226-2 · EMS Personnel Supplies PPE	102.20	4,000.00	2.6%
Total 200-2 · SUPPLIES	<u>2,023.28</u>	<u>22,000.00</u>	<u>9.2%</u>
Total 420710 · ADMINISTRATION	<u>12,569.24</u>	<u>75,600.00</u>	<u>16.6%</u>
Total 420700 · EMERGENCY SERVICES	<u>12,569.24</u>	<u>75,600.00</u>	<u>16.6%</u>
420400 · FIRE PROTECTION & CONTROL			
420410 · ADMINISTRATION			
100 · PERSONNEL SERVICES			
110-1 · Salary & Wage Expenses	88,026.59	351,800.00	25.0%
130-4 · Retirement - Employer	1,049.92	14,200.00	7.4%
140-1 · Medical Insurance-Employer	16,859.07	60,000.00	28.1%
140-2 · Unemployment expense	228.67	2,000.00	11.4%
140-3 · Workmans Comp-State Fund	4,381.45	42,000.00	10.4%
140-4 · Comp FICA-MED & SS	6,252.39	27,000.00	23.2%
Total 100 · PERSONNEL SERVICES	<u>116,798.09</u>	<u>497,000.00</u>	<u>23.5%</u>
200-1 · SUPPLIES			
210-7 · Misc. Small Tools and Equipment	0.00	6,000.00	0.0%
224-1 · Rehabilitation Expense	0.00	1,000.00	0.0%
220-1 · Operating Station Supplies	2,804.08	8,000.00	35.1%
210-1 · Office Expenses	1,975.42	18,000.00	11.0%
216-1 · Donations/Gifts	0.00	100.00	0.0%
223-1 · Membership Expenses	210.99	5,000.00	4.2%
226-1 · FIRE Personnel Supplies PPE	1,785.03	10,000.00	17.9%
231-1 · Fuel for Apparatus	3,160.78	19,000.00	16.6%
Total 200-1 · SUPPLIES	<u>9,936.30</u>	<u>67,100.00</u>	<u>14.8%</u>
300-1 · PURCHASED SERVICES			
340-2 · Propane	157.28	3,500.00	4.5%
331-1 · Real Estate/Landfill Taxes	0.00	300.00	0.0%
360-1 · Fire Equipment Maintenance	8,982.87	32,000.00	28.1%
310-1 · Radio Services	33.77	6,000.00	0.6%
335-1 · Merchant Bank Fees	341.14	1,500.00	22.7%
340-1 · Utilities	2,829.67	13,000.00	21.8%
345-1 · Telephone & DSL	1,651.08	6,000.00	27.5%
351-1 · Health & Wellness	425.00	6,000.00	7.1%
352-1 · Legal Services	0.00	0.00	0.0%
353-1 · Accounting & Auditing	120.00	22,000.00	0.5%
357-1 · Background Checks	433.40	1,000.00	43.3%
Total 300-1 · PURCHASED SERVICES	<u>14,974.21</u>	<u>91,300.00</u>	<u>16.4%</u>

Bigfork Fire District
Profit & Loss Budget vs. Actual
July through September 2016

	<u>Jul - Sep 16</u>	<u>Budget</u>	<u>% of Budget</u>
500 · FIXED CHARGES			
513-1 · General Liability Insurance	0.00	22,500.00	0.0%
Total 500 · FIXED CHARGES	0.00	22,500.00	0.0%
900-1 · CAPITAL OUTLAY			
940-3 · CIP-Apparatus Fund #7254	0.00	50,000.00	0.0%
940-2 · New Ambulance	0.00	0.00	0.0%
920-2 · Building Improvements	0.00	33,000.00	0.0%
940-1 · Machinery & Equipment	0.00	12,000.00	0.0%
Total 900-1 · CAPITAL OUTLAY	0.00	95,000.00	0.0%
Total 420410 · ADMINISTRATION	141,708.60	772,900.00	18.3%
Total 420400 · FIRE PROTECTION & CONTROL	141,708.60	772,900.00	18.3%
420430 · PERSONNEL TRAINING			
380-1 · Training	1,179.69	7,000.00	16.9%
Total 420430 · PERSONNEL TRAINING	1,179.69	7,000.00	16.9%
420440 · FIRE PREVENTION			
210-5 · Fire Prevention Supplies	0.00	3,500.00	0.0%
Total 420440 · FIRE PREVENTION	0.00	3,500.00	0.0%
420460 · FIRE SUPPRESSION			
100-1 · Volunteer Stipend			
105-1 · Pay Per Call/On Call Stipend	2,752.19	10,000.00	27.5%
Total 100-1 · Volunteer Stipend	2,752.19	10,000.00	27.5%
205-1 · Recruiting	0.00	1,500.00	0.0%
Total 420460 · FIRE SUPPRESSION	2,752.19	11,500.00	23.9%
Total 420000 · PUBLIC SAFETY	158,209.72	870,500.00	18.2%
420490 · DEBT SERVICE			
600 · DEBT SERVICE			
620-2 · Interest of LTD-342 Loan	1,301.83	2,515.81	51.7%
610-2 · Principal of LTD-342 Loan	48,698.17	97,484.19	50.0%
Total 600 · DEBT SERVICE	50,000.00	100,000.00	50.0%
Total 420490 · DEBT SERVICE	50,000.00	100,000.00	50.0%
Total Expense	208,209.72	970,500.00	21.5%
Net Ordinary Income	-91,577.43	-222,986.00	41.1%
Other Income/Expense			
Other Income			
38 · OTHER FINANCING SOURCES			
381072 · Proceeds sale of capital asset	0.00	0.00	0.0%
Total 38 · OTHER FINANCING SOURCES	0.00	0.00	0.0%
Total Other Income	0.00	0.00	0.0%

1:37 PM
10/31/16
Cash Basis

Bigfork Fire District
Profit & Loss Budget vs. Actual
July through September 2016

	Jul - Sep 16	Budget	% of Budget
Net Other Income	0.00	0.00	0.0%
Net Income	<u>-91,577.43</u>	<u>-222,986.00</u>	<u>41.1%</u>

BIGFORK FIRE DEPARTMENT
Originated by C. Norred
NOV 02 2016
Approved By [Signature] Date 11/1/16
Chief [Signature] Date 11/1/16
Trustee [Signature] Date 11/1/16

1:08 PM
11/01/16
Cash Basis

Bigfork Fire District
Balance Sheet
As of September 30, 2016

	Sep 30, 16
ASSETS	
Current Assets	
Checking/Savings	
101000 · CASH ALL FUNDS	
1010001 · GENERAL FUND	
1010011 · General-Glacier Bank - County	442,265.32
Total 1010001 · GENERAL FUND	442,265.32
1020000 · RESTRICTED CASH	
1020004 · FUND#7254-Apparatus Fund-County	30,175.13
1020003 · Ralph Barton Trust Fund-Flathead	30,898.71
Total 1020000 · RESTRICTED CASH	61,073.84
Total 101000 · CASH ALL FUNDS	503,339.16
Total Checking/Savings	503,339.16
Total Current Assets	503,339.16
TOTAL ASSETS	503,339.16
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
206130 · ACCRUED PAYROLL PAYABLE	
2061321 · Payroll - UI	304.99
Total 206130 · ACCRUED PAYROLL PAYABLE	304.99
Total Other Current Liabilities	304.99
Total Current Liabilities	304.99
Total Liabilities	304.99
Equity	
270000 · OPENING BAL	30,000.00
271000 · Retained Earnings	-1,478,369.95
1 · General fund	107,692.33
2 · Fire Dept Contribution Fund	11,938.14
3 · Ralph Barton Trust Fund	33,848.21
9500 · GFAAG ACCOUNT GROUP	
9501 · Restatement	10,198.99
9500 · GFAAG ACCOUNT GROUP - Other	1,879,303.88
Total 9500 · GFAAG ACCOUNT GROUP	1,889,502.87
Net Income	-91,577.43
Total Equity	503,034.17
TOTAL LIABILITIES & EQUITY	503,339.16

BIGFORK FIRE DEPARTMENT

Originated by C. Noe

NOV 02 2016

Approved By
Chief [Signature] Date 12/29/16
Trustee [Signature] Date

District Financial Procedures

Bigfork Fire Department

Admin: 123.00

Adopted: 04.01.08 Revised: 07.21.10 Revised: 06.26.14

PURPOSE

To assure propriety, accountability, and security regarding Bigfork Fire District financial matters and procedures, and to define and assign roles and responsibility.

The finances of the Bigfork Fire District are entrusted to the District Board of Trustees for wise expenditure and prudent use towards the purposes and objectives of Bigfork Fire District. The following procedures are hereby adopted to carry out this policy:

1. Each district check shall have two authorization signatures; one by the financial secretary (or the chief or his/her designee if unavailable) and one by the Bigfork Trustee Chairman (or another designated trustee member in his/her absence).
2. The Chief or Assistant chief must approve all received bills and invoices by signing them as being "approved for payment". Generally an "Approved for Payment" stamp with a legible authorization signature shall be used. Supplies and items received shall be checked for contents matching the packing slip or invoice listing and verified by the receiving person's signature on the packing slip or invoice.
3. The Chief and his/her staff shall be responsible for carrying out and implementing an approved budget within the following guidelines and limitations imposed by the board of trustees:
 - a) Expenditures up to \$5,000 to implement an approved budget line item are hereby authorized and may be paid upon receipt subject to authorization as specified above. Purchase locally when possible at the best price for the Fire District.
 - b) All purchases must be authorized by a Purchase Order (see Appendix A).
 - c) Any expenditure over \$5,000 must have specific pre approval by the board of trustees at a board meeting.
 - d) At least two competitive written bids must be solicited and obtained for any purchased item or contracted work of over \$1,000 value unless otherwise authorized by the board.
 - e) Private donations under \$1001.00 to Bigfork Fire Dept shall be made available for purposes as best determined by the general membership and shall be accounted for separately from tax revenue and other district funds. Private donations over \$1001.00 shall be used for general operations budgets unless earmarked by the donor for a specific purpose.
 - f) Yearly budgets shall be developed as specified by the county budgetary procedures and requirements and shall be approved at a

District Financial Procedures

Bigfork Fire Department

Admin: 123.00

Adopted: 04.01.08 Revised: 07.21.10 Revised: 06.26.14

regular open Board of Trustee meeting.

4. District property having a valuation of over \$5000.00 shall be added to the listing of Fire District Inventory.
5. Bigfork Fire District will use a purchase order system. The Fire Chief or his/her designee will be responsible for issuing POs. All purchases must be completed on a purchase order form. This form must accompany all receipts for payment. PO numbers will be issued in a numerical sequence provided on the form. A PO form can be obtained from the Fire Chief, Assistant Fire Chief, or Office Manager.
6. Station supply requisition forms must be completed and turned into the district office. The Fire Chief or his/her designee will approve and order supplies.
7. Department members will be reimbursed for travel expenses while traveling outside the district and engaged in fire/ems training. Members will be reimbursed according to GSA rate. All training expenses must be reported on the established training expense form (Appendix – C) and approved by the Training Officer or Fire Chief. In the event that the member does not attend or complete training, he/she will reimburse Bigfork Fire District for tuition and costs paid.

BIGFORK FIRE DEPARTMENT

Originated by WL

NOV 02 2016

Approved By
Chief Mahydy Date 11/1/16
Trustee ZH Date _____

Approved By: Wayne Loeffler
Bigfork Fire - Chief

04/01/08
Date

Appendix H

Billing fees for fire related incidents:

Rescue Rate 1: \$500	MVC without using rescue tools with less than 1 hour on scene time
Rescue Rate 2: \$650	MVC with using rescue tools with less than 1 hour on scene time
Rescue Rate 3: \$750	MVC involving extrication from the crash with less than 1 hour on scene time
Rescue Rate 4: \$1500	MVC without using rescue tools with greater than 1 hour on scene time
Rescue Rate 5: \$1650	MVC with using rescue tools with greater than 1 hour on scene time
Rescue Rate 6: \$1750	MVC involving extrication from the crash with greater than 1 hour on scene time
Gas Line Break: \$500	Lasting less than 1 hour
Gas Line Break: \$1000	Longer than 1 hour
Hazmat 1: \$300	Spills less than 10 gallons requiring applying absorbent
Hazmat 2: \$750	Spills over 10 gallons requiring applying absorbent
False Alarms: \$250	After 3 rd false alarm

Billing fees for medical related incidents:

ALS / BLS Mileage: \$16.50	Mileage charge per mile
ALS Emergent Transport: \$950	ALS emergent transport base charge
ALS Non-emergent Transport: \$825	ALS non-emergent transport base charge
ALS Level 2 Transport: \$1200	ALS Level 2 is the transportation by ground ambulance vehicle and the provision of medically necessary supplies and services including (1) at least three separate administrations of one or more medications by IV push/bolus or by continuous infusion (excluding crystalloid fluids) or (2) ground ambulance transport, medically necessary supplies and services, and the provision of at least one of the ALS2 procedures listed below: Manual defibrillation/cardioversion; Endotracheal intubation; Central venous line; Cardiac pacing; Chest decompression; Surgical airway; or Intraosseous line
ALS Assist: \$350	ALS assistance with no transport consisting of three procedures or more
ALS Level 2 Assist: \$425	ALS Level 2 assistance with no transport consisting of three procedures or more
BLS Emergent Transport: \$800	BLS emergent transport base charge
BLS Non-emergent Transport: \$700	BLS non-emergent transport base charge
BLS Assist: \$262.50	BLS assistance with no transport consisting of three procedures or more
Cancelled Call: No Charge	Cancelled call, no transport
Standby: No Charge	Call standby

BIGFORK FIRE DEPARTMENT
 Originated by WL

Note: Additional charges may be assessed when applicable regulations apply.

Adopted as Policy by the Bigfork Fire District Trustees at the _____ Board Meeting.
 Approved By: Wayne Loeffler Bigfork Fire - Chief Date: _____

NOV 02 2016

Approved By
 Chief Mary Date 11/1/16
 Trustee WL Date _____

SUBJECT: HOLIDAYS AND BENEFITS

PURPOSE: To provide guidelines for administration of the Montana law on holidays for paid employees

STATEMENT OF POLICY

Legal holidays shall be observed by the Bigfork Fire Department.

On the following holidays, the Bigfork Fire Department office will be closed:

The following are legal holidays:

A.	New Year's Day	January 1
B.	Martin Luther King, Jr. Day	Third Monday in January
C.	Lincoln's and Washington's Birthday	Third Monday in February
D.	Memorial Day	Last Monday in May
E.	Independence Day	July 4
F.	Labor Day	First Monday in September
G.	Columbus Day	Second Monday in October
H.	Veterans' Day	November 11
I.	Thanksgiving Day	Fourth Thursday in November
	Day after Thanksgiving Day	
	Christmas Eve	
J.	Christmas Day	December 25

Holidays Falling on Weekends

For Clerical and exempt positions; any holiday which falls upon a Sunday, the Monday following is a holiday. When a holiday falls on a Saturday, the holiday shall be observed on the preceding Friday, except as provided for in the next paragraph.

Holiday Benefits and Eligibility Requirements

Clerical and exempt positions: the employee shall receive holiday benefits for legal holidays. This benefit is paid time off or pay at the regular rate. Holiday benefits shall not exceed eight hours per holiday.

Pay for Work Performed on a Holiday

An employee who is designated as non-exempt under the Fair Labor Standards Act (FLSA) and who works on the day a holiday is observed shall be paid for all hours actually worked. The employee shall receive premium pay (regular rate x 1.5) for all hours worked on the holiday.

If an employee does not work on the day a holiday is observed, the employee shall receive no holiday pay.

If an employee does not work a regular schedule and is called in to work on the holiday, the employee shall receive pay at the premium pay for every hour worked on the holiday.

A short-term worker is not eligible to receive holiday benefits.

An employee who is exempt from the FLSA and who receives approval to work on the holiday will receive paid time off equivalent to the number of hours worked.

Retirement Benefits

All employees are eligible to enroll in the **Governmental Eligible 457 Plan**. Please check with the Bigfork Fire Department Office Administrator for matching contribution rates and maximum contribution dollar amounts.

Health Insurance Benefits

Any full-time employee that works 36 hours per week or more on a consistent basis is eligible to enroll in Bigfork Fire Department's Health Insurance Plan per ACA requirements. Please see the Bigfork Fire Department Office Administrator for eligibility.

EFFECTIVE: June 1, 2016
APPROVAL _____

DATE: March 16, 2006
LAST REVISED: August 3rd, 2016

Zach Anderson Chairman – Bigfork Fire District Trustees

BIGFORK FIRE DEPARTMENT
Originated by Zach Anderson / JP Change
NOV 02 2016
Approved By
Chief Mark J. [Signature] Date 11/1/16
Trustee ZH Date _____

Subject: RE: Swan River Bridge project: Bigfork Fire Input
From: Kathy Harris <kathy.harris@kljeng.com>
Date: 11/1/2016 5:28 PM
To: Chief Thiry <mthiry@bigforkfire.com>
CC: "Salyards, Wade" <wsalyards@mt.gov>

Chief Thiry,

Thank you and the Board for your timely response. Your attached response was most helpful and will be shared with the local Steering Committee and may also be discussed at the next public meetings (to be scheduled around December 1).

You may be interested to note that a previous fire chief has sent a letter to the Steering Committee, which is attached. This is being sent for your information but you are welcome to share with your Board or others as appropriate. Please advise if we can provide any further information.

Thank you again for your assistance and support of the Bigfork community.

Kathy Harris

406-441-5784 **Direct**
406-899-8660 **Cell**

From: Chief Thiry [<mailto:mthiry@bigforkfire.com>]
Sent: Monday, October 31, 2016 1:43 PM
To: Kathy Harris <kathy.harris@kljeng.com>
Subject: Re: Swan River Bridge project: Bigfork Fire Input

Good Afternoon Ms. Harris,

Attached you find the response from the Bigfork Fire Protection District, based on the questionnaire your firm issued.

I hope submitting by email is satisfactory.

If there are any further questions, please don't hesitate to contact us.

Respectfully,

Mark J. Thiry, Fire Chief

Bigfork Fire Department

On 10/11/2016 10:46 AM, Kathy Harris wrote:

Good morning Chief Thiry,

On behalf of the Montana Department of Transportation (MDT), I am requesting the consideration of the Bigfork Fire Protection District Board on the ongoing Swan River Bridge Feasibility Study. We are respectfully requesting the Board's comments on the

following items:

1. Would emergency response routes be changed if the bridge was able to carry legal, highway load-limits?
2. Would response times (likely) be changed if the bridge was able to carry legal, highway load-limits?
3. Would emergency response routes be changed if the bridge was able to carry two-directions of traffic and legal, highway load-limits?
4. Would response times (likely) be changed if the bridge was able to carry two-directions of traffic and legal, highway load-limits?
5. Are there comments or support on individual bridge Options 1-7, that were presented at an August 2016 Public meeting? (and are on the project website and summarized in a handout: <http://www.mdt.mt.gov/pubinvolve/bigforkbridge/docs/Swan-River-Bridge-Handout.pdf>).
6. Any other input from the Board.

I am glad to provide background or further information if that would help. Additionally, the project website <http://www.mdt.mt.gov/pubinvolve/bigforkbridge/default.shtml> has detailed information including the reports prepared to date. Please don't hesitate to ask for any further information that we could provide.

We appreciate the input of the Bigfork Fire District as we are all looking to maintain and improve public safety in Bigfork. We would appreciate your comment by November 2, 2016-to allow for sharing with the Project Steering Committee at its next meeting scheduled for November 16, 2016.

Kathy Harris, PE PTOE



KLJ

406-441-5784 Direct

406-899-8660 Cell

kljeng.com

— ForwardedMessage.eml —

Subject: Swan River (Bigfork) Bridge

From: Walter Kuhn <wkuhn@k-mmi.com>

Date: 10/28/2016 2:18 PM

To: "Salyards, Wade" <wsalyards@mt.gov>, "Crnich, Victoria" <vcrnich@mt.gov>, "David Prunty (dprunty@flathead.mt.gov)" <dprunty@flathead.mt.gov>, "Hardan, Chris" <chardan@mt.gov>, "Jed Fisher (jedfisher@flathead.mt.gov)" <jedfisher@flathead.mt.gov>, Kathy Harris <kathy.harris@kljeng.com>, "Pam Holmquist (pholmquist@flathead.mt.gov)" <pholmquist@flathead.mt.gov>, "Paul Mutascio (pmutascio@centurytel.net)" <pmutascio@centurytel.net>, "Stack, Shane" <sstack@mt.gov>, "Sue Hanson (btrfly@montanasky.net)" <btrfly@montanasky.net>, "Vosen, Robert" <rvosen@mt.gov>, "Freyholtz, James" <jfreyholtz@mt.gov>, MDTRES Webinar 1 <mdtwebinar1@mt.gov>

CC: Steve Grabill <steve.grabill@kljeng.com>, Russ Lay <russ.lay@kljeng.com>

Hi All,

The attached letter was hand delivered to me today by Wayne Loeffler, the former Chief of the Bigfork Fire Department, during a meeting I had at my office today with Bill Meyer and Wayne. Bill had asked to meet with me to discuss the one lane vs two lane issue, and he invited Wayne to join us. It is my belief that it the letter was written, as least in part, because of a prior meeting between Bill Meyers and Wayne Loeffler in which Bill was trying to get an alliance with Wayne so that Wayne would support Bill's contention that the bridge should be 2 lanes. I told them I would forward the letter to the Steering Committee, which I have done via this email. I informed them of the next Steering Committee meeting on Nov. 16; I believe one or both of the them may attend.

Best,

Walter

— Attachments: —	
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BIGFORK FIRE DEPARTMENT
Originated by WJL
NOV 02 2016
Approved By WJL Date 11/2/16
Chief WJL
Trustee WJL Date 11/2/16

10/27/2016

To whom it may concern,

I am Wayne Loeffler, a citizen of Bigfork for the past forty-one years and past fire chief of the Bigfork Fire Department.

With discussion of replacing the bridge crossing the the Swan River on the south end of electric avenue, I feel that the committee needs to look at the immediate replacement as well as the next fifty years. From the stand point of emergency services, I believe that it is necessary to have a two lane bridge that can accommodate emergency apparatus's. At this time, emergency apparatus's can not use the bridge.

Bigfork is a year around destination for tourism. One can see during the summer of the amount of vehicles downtown. As past fire chief of the Bigfork Fire Department, I had great concerns of a major event in the downtown area as access is very limited as well as the amount of vehicles. I would pray during the summer months that we would not have a major event in the downtown area.

Please give consideration to expanding the bridge to meet emergency services while maintaining the aesthetic look of Bigfork.

Sincerely,



Wayne Loeffler

BIGFORK FIRE DEPARTMENT
Originated by Mr

NOV 02 2016

Approved By
Chief Madych Date 11/2/16
Trustee JA Date _____